

**Minutes for the October 10, 2008
Public Safety Communications Board Meeting
11:14 A.M.**

1. Approval of the June 26, 2008 minutes:
Sheriff Campbell moved, seconded by Chief Dick, to approve the June 26, 2008 minutes. The motion passed unanimously.
2. Acceptance of the Status Report Regarding the Current 800Mhz System Operational Issues:
Leven Magruder, 800 MHz Communications System Manager, presented the October 2008 Status Report.

The City Manager moved, seconded by Chief Quillin, to approve the October 2008 Status Report. The motion passed unanimously.
3. Status Report Regarding the Purchase of the New Radio Communication System
Jim Redington, Project Manager for Motorola, gave a presentation on the current status of the new radio communications project. Mr. Redington stated that the project was waiting on the approval of permits in order to begin construction on the Easterwood and Myers Park sites. Mr. Redington stated that the only foreseeable delay to the project is the rebanding issue with Sprint/Nextel. The inability to resolve this issue could delay the delivery of the combiners which would cause a significant delay to project.

The PSCB accepted the status report regarding the purchase of the new radio communications system.
4. Discussion Regarding the Migration of the CAD/RMS for the Leon County Sheriff's Office (LCSO) and Leon County Emergency Medical Services (EMS):
Don DeLoach, Chief Information Services Officer, discussed the need for the LCSO and EMS to migrate to the City's CAD/RMS system. This migration would allow all public safety entities to be on the same system prior to the consolidation of dispatch services. The migration would occur in two phases. Mr. DeLoach responded to questions that the equipment will be used in the new joint dispatch building. The approximate cost for entire the migration is \$1.3 million (primarily for software and hardware) and would be funded by Leon County.

The City Manager moved, seconded by Sheriff Campbell, to begin both processes of the migration of the CAD/RMS for the LSCO and EMS. The motion passed unanimously.
5. Approval of the Recommendation for the Program Manager of the Public Safety Communications Building:
Alan Rosenzweig, Assistant County Administrator, presented the Selection Committee's recommendation for the Program Manager of the Public Safety Communications Building. Mr. Rosenzweig then introduced Dick Larson, Vice President of URS, and Geoff McManus, On-Site Representative from URS, Inc.

The County Administrator stated that hiring a Program Manager is a major step for this project and that once it is approved we are all committed to moving forward with constructing the building for the purposes of the joint dispatch.

Sheriff Campbell moved, seconded by the City Manager, to approve recommending to the Leon County Commission and the City of Tallahassee Commission to proceed with entering into a contract for the Program Manager Services with URS. The motion passed unanimously.

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6. Discussion Regarding the Status of the Recruitment for the Public Safety Communications Director:

Lillian Bennett, Leon County Human Resources Director, discussed the current status of the recruitment for the Public Safety Communications Director. Mrs. Bennett stated that a total of 89 applicants applied for the position, 36 met the minimum qualifications, and only one candidate impressed the committee. However, this person has already accepted another position. Mrs. Bennett stated the committee needs further direction regarding the next steps at the process.

Chief Dick asked if the job description is consistent with others in the field. Mrs. Bennett stated that it was consistent. The City Manager suggested using a recruiting firm and suggested reviewing the time frame of hiring the director. After discussion, Tom Brantley, Leon County Facilities Management Director, stated that it would be 32 months before the building was completed. The County Administrator then suggested waiting until one year to 9 months before the building is complete and then re-advertise the position.

Sheriff Campbell moved, seconded by the City Manager, to discuss re-advertising the position for the Public Safety Communications Director in one year. The motion passed unanimously.

7. New Business:

Don DeLoach, Chief Information Services Officer, asked the PSCB to discuss the Public Safety Interoperable Communications (PSIC) Grant. The PSIC grant was awarded to the City of Tallahassee for the purpose of a regional P25 system. The total amount of the grant is \$3.85 million and requires a 20% match of "in kind" services and use of resources. There are two possible solutions a) spend \$140,000 year on maintenance for the equipment in the outlying counties or b) spend \$35,000 on maintenance of a mobile trailer that could be deployed to other counties in the event of an emergency or disaster.

The County Administrator asked if having this equipment would benefit Leon County/City of Tallahassee. Mr. Magruder stated that it would benefit public safety and public works personnel when responding to an emergency or disaster in the surrounding counties. However, Mr. Magruder stated that the surround counties do not appear to have the financial means to maintain the equipment. He also stated that the grant needs to either be accepted or rejected. Chief Dick asked if there was a penalty for not accepting the grant. Mr. Magruder stated that there was not a penalty. Mr. Magruder did state that when the grant expires the equipment may be returned back to the state and at that point Leon County/City of Tallahassee will have a better idea if the equipment does help with radio communications in the surrounding counties. City Manager asked that a letter be sent to the surround counties to see if they could contribute financially.

The PSCB agreed that Mr. Magruder would bring the grant proposal to the City Manager for approval and after three years a decision will be made to either 1) have the County/City share maintenance cost; 2) out-laying counties pay for the maintenance costs; 3) return the equipment to the state.

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8. Next meeting date:

Date: January 16, 2009

Time: 11:00 A.M.

Location: 2nd Floor Community Room, Renaissance Building

9. Possible agenda topics for the next meeting:

- i. 800 MHz Status Report
- ii. Update on New Radio Communications Project
- iii. Status of the Program Manager Contract